

**First Meeting of IQAC
Academic Year 2018-19
Notice**

Date : 02/06/2018

All the IQAC members are hereby kindly informed to make yourself convenient to be with us in the first IQAC meeting going to be held on 13th June, 2018 at 02:30 pm in the Principal's office. The agenda of the meeting is as under.

Yours faithfully,



Prof. K.H. Purohit

(IQAC Co-ordinator)

Agenda

- 1 Welcome to the members.
 - 2 Reading of the minutes of the previous meeting.
 - 3 To frame academic calendar for the year 2018-19
 - 4 Discussion on RUSA Grant
 - 5 Planning of academic work
 - 6 Discussion to minimize college expences
 - 7 Planning of co/extra curricular activities
 - 8 Discussion on New Initiative
 - 9 Budget sparing for publication/research activities
 - 10 Presidential Address
 - 11 Vote of thanks.
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Minutes

Minutes of the first IQAC Meeting held on 13th June, 2018 at 12:30 pm in the Principal's office.

Present Members :

- ❖ Prin. Dr. Daxa Thakor : Chairman
- ❖ Prof. K. H. Purohit : Co-ordinator
- ❖ Prof. R. P. Patel : Teaching Staff / Representative
- ❖ Dr. Daxaben Thakor : Representative of Teaching Staff
- ❖ Shri A. R. Patel : Representative of Admin Staff
- ❖ Sr. Sunilbhai Marjadi : Representative of Trust
- ❖ Prin. Dr. P. S. Desai : External Expert
- ❖ Prof. M. A. Mulla : Representative of Past Students
- ❖ Shri Naitik Ahir : Representative of Present Students

1 Welcome to the member :

IQAC Chairman I/C Prin. Dr.Daxaben Thakor welcomed the members and instructed the co-ordinator Prof. K. H. Purohit to proceed on.

2 Reading of the minutes of the previous meeting :

Prof. K. H. Purohit read the minutes and asked for the approval of it. The present members approved the minutes.

3 To frame academic calendar for the year 2018-19 :

As we have been doing some of the activities regularly `everyyear, we have decided to ask the incharge for the whole year planning for such regular as well as new activities. We have decided to complete the admission formalities of S.Y.B.Com. and T.Y.B.Com students as soon as we receive the university result, plan to collect

assignments atleast before a week before the internal exam, hold first internal exam before a week to the university ATKT exam in the first term as well as arrange for the guest lectures.

4 Discussion on RUSA Grant :

As it was a question of proper use of RUSA Crore grant a lot of discussion was carried out. At last it was decided to utilize 80000 Rs/- for the new construction of a Seminar Hall and a classroom ; 1 crore for the renovation of the college building which will include total flooring, new electrification, total plaster, necessary inside replastering, water proofing, false ceiling of some rooms etc and 20 lac rs for the purchase of new equipments. It was also decided that prof. M.A.Mulla will work as a co-ordinator of it.

5 Discussion to minimize college expenses :

As the state Govt is not filling up vacant posts of academic as well as administrative staff, the college has to appoint visiting faculties/ full time staff so with the college maintains expenses it has been increasing day by day, So to minimise the other expenses of the college, the co-ordinator was asked to prepare college budget. At the same time it was decided to use college equipments for college internal test papers and other stationary work which can be done at local level and maximum service support must be taken from the past students.

6 Planning of academic work :

Prof. R.P.Patel was instructed to collect work plan from all the Departmental Heads so that IQAC can absorb the syllabus completion in proper way. It was also decided to start Special Coaching class for slow learner advanced learners, to give practical training (like Internship) to T.Y.B.Com Students, to motivate students for Business News Reading during prayer assembly and Learning through teaching. The IQAC chairman put up a proposal to organise a national level seminar on GST for students and sahitya sanvardhan yatrave faculties which was accepted by all.

7 Planning for co/extra curricular activities :

We collectively decided to continue incharge of the relvent activities of the previous years, until and unless proper demand of replacement receives from them and instruct them for the whole year planning of the activity.

8 Discussion on new initiatives :

We thought that the new initiatives must be taken in the current year for the wholistic growth of the students as well as betterment of the college. We collectively came to an end that new short term courses like Hotel Management, English Speaking Course, Beauty Care Classes, etc must be introduced to enhance the quality of the employability of the students.

9 Sparing of budget for Research and Publication activity :

It was decided to give TADA and ODL to the professors who are going to attend seminars/workshop etc. In addition, if they publish their qualittive research article, if they demand, the institute will bare the publication charges.

10 Presidential address :

Dr. Daxaben Thakor became happy for the fruitful suggestion and co-operation of the members. He expressed his gratitude.

11 Vote of thanks :

The IQAC Co-ordinator Prof. K.H. Purohit expressed vote of thanks and intimated all that the next meeting probably will fall in the second week of September.

Yours faithfully,



Prof. K.H. Purohit

(IQAC Co-ordinator)

Action Taken Report
Of the
First IQAC Meeting Held on 13th June, 2018

- 1 Senior Professor R.P.Patel was asked to prepare the Annual Calendar of the college. He framed it taking in the confidence the IQAC and submitted it to the IQAC. He too included in it the major regular activity like admission process time, co/extra curricular activity counseling period, World Yoga Day celebration, Tree Plantation, Blind Day Celebration, NCC/NSS Day Celebration, Narmad Week & Swami Vivekanand Week Celebration etc.
 - 2 All the Departmental Heads are concerned to give their subjective work plan to meet the requirement of the intime completion of the syllabus. All the Heads conducted their departmental meetings, prepared their work plan and submitted to the IQAC Co-ordinator.
 - 3 Each activity incharge was instructed to submit their work plan of the yearly activities falling under their heads. All the incharge professors submitted their work plan to the IQAC Co-ordinator.
 - 4 The college I/C Principal the Placement Cell Incharge was instructed to do needful to run different classes to enhance the employability skills of the students.
 - 5 Prof.Chirag Rana was asked to look after T.Y.B.Com Advanced Learners, Prof.Mignesh Bhandari was appointed to run S.Y.B.Com Advanced Learners classes, A retired English Teacher Shri Shaileshbhai Joshi was appointed to run English Speaking classes and Prof. M.A.Mulla was instructed to form campus to corporate cell for Internship like practical training to student as well as for Business New Reading project All the staff members were informed to motivate students to join in the learning through teaching project and arrange for subjective Guest Lectures and Motivate past students for their maximum
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involvement in college activities. The Accountancy Department and English Department asked to plan for a national seminar on GST and Sahitya Sanvardhan Yatraye. The PTI was instructed to plan for the Traditional Ramatotsav, the Placement Cell Incharge was instructed to do needful to run different classes to enhance the employability skills of the students.

- 1 All the faculties were informed that as usual on their demand TADA & ODL will be sanctioned to participate in seminars etc as well as fund will be given to them for their quality publication.

Yours faithfully,



Prof. K.H. Purohit

(IQAC Co-ordinator)

**Second Meeting of IQAC
Academic Year 2018-19
Notice**

Date : 17/08/2018

All the IQAC members are hereby kindly informed to make yourself convenient to be with us in the first IQAC meeting going to be held on 31th August, 2018 at 03:30 pm in the Principal's office. The agenda of the meeting is as under.

Yours faithfully,



Prof. K.H. Purohit

(IQAC Co-ordinator)

Agenda

- 1 Welcome to the members.
 - 2 Reading of the minutes of the last meeting and its approval.
 - 3 Review of the pre planned academic calendar maintenance.
 - 4 Review of the co/extra curricular activities of the first term.
 - 5 About the extra ordinary outcome of the students.
 - 6 Intimation about the university result of the college and contemplation on it.
 - 7 Outcome of the students' involvement in different activities.
 - 8 Discussion on Preparation of RUSA grant Proposal.
 - 9 Planning of weekly internship for T.Y.B.Com & M.Com. Students.
 - 10 Review on slow Learning & Advance Learners classes.
 - 11 Review on English Speaking Classes.
 - 12 Presidential Address.
 - 13 Vote of thanks
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Minutes

Minutes of the Second IQAC Meeting held on 31th August, 2018 at 02:30 pm in the Principal's office.

Present Members :

- ❖ Prin. Dr. Daxa Thakor : Chairman
- ❖ Prof. K. H. Purohit : Co-ordinator
- ❖ Prof. R. P. Patel : Teaching Staff / Representative
- ❖ Prof. K. R. Bhavsar : Representative of Teaching Staff
- ❖ Prof. K. C. Patel : Representative of Teaching Staff
- ❖ Shri A. R. Patel : Representative of Admin Staff
- ❖ Mr. Janakbhai Desai : Representative of Admin Staff
- ❖ Sr. Sunilbhai Marjadi : Representative of Trust
- ❖ Prin. Dr. P. S. Desai : External Expert
- ❖ Mr. Dinesh Shedia : Industrialist
- ❖ Prof. M. A. Mulla : Representative of Past Students
- ❖ Shri Nishyank Panwala : Representative of Present Students

1 Welcome to the member :

IQAC Chairman Prin. Dr.Daxaben Thakor welcomed the members and instructed the co-ordinator Prof. K. H. Purohit to proceed on.

2 Reading of the minutes of the last meeting and its approval :

Prof. K. H. Purohit read the minutes and asked for the approval of it. The Present members approved the minutes.

3 Review of the pre planned academic calendar maintance :

The IQAC co-ordinator presented that almost all the activities took place as per the pre-planning in the academic calendar. Major events are celebration of the World Yoga Day with different activities like Training of Yoga to the students and teachers, Essay Writing Competition on it, Poster-making competition and Yoga Performance on 21st June, 2018.

- Celebration of Teacher's Day.
- Fund Collection on the Blind Day.
- Tree Plantation.
- Blood Donation Awareness Programme and Camp.
- Narmad Week Celebration and so on.
- Counselling of the college activities among all the students.

4 Review of the co/extra curricular activities of the first term :

NO.	Date	Activity
1	21/06/18	Celebration of Yoga Day.
2	15/06/18 to 20/06/18	Yoga training to staff and students.
3	26 to 30/06/18	Cleanliness Awareness Drive in adopted villages.
4	29/06/19	Drawing competition on Beauty of Rainy Season.
5		Book Review Programme on the book Sindhudo by Dr. Sonal Saraviya.
6	2/07/18	Special Coaching Classes for F.Y.B.Com ATKT Students is started.
7	5/07/18	English Speaking Class was Started.
8	6/07/18	Campus Interview by TCS was Organized. Total 71 Students participated and 2 were selected.
9	8/07/18	Students participated in the Valsad Taluka level Table Tennis and Chess competition.
10	9/07/18	Special Coaching Calsses for Advanced Learners were started.
11	13/07/18	Seminar was organized on Students start up and Innovation Policy of our state.
12	15/07/18	Students participated in the University Level open Indoor Carom and Table Tennis Competition and won second prize.
13	18/07/18	Students participated and won first prize in Ras, Group Dance and Mono Acting Competition and third prize in Bharatnatyam in the Valsad Taluka Kalamahakumbh competition.
14	23/07/18	Seminar on Balanced Diet and Blood Donation Motivation Camp for S.Y.B.Com and M.Com Students was organized 400 Students were benefited.
15	24/07/18	Seminar on 13 for T.Y.B.com Students
16	25,26/07/18	We hosted District Level Kalamahakumbh Competitions. In this Government Programme our NSS and NCC Students rendered their Services

17	25/07/18	We participated in District Level Ras and Group Dance competition and won first prize.
18	25/07/18	Seminar was organized on Aviation for T.Y.B.Com Students by Aero star Jet Training Academy, Surat. Total 300 students were benefited.
19	26/07/18	Ku.Trushna Patel won second prize in a District level Mono-acting competition.
20	26/07/18	Late Chanchalben Rai Memorial Elocution Competition was organized.
21	26/07/18	Tree Plantation programme was done as well as Drug Prevention Awareness and Save Environment Rally was organized.
22	28/07/18	Book Review Programme on “Nar-nari Sambandho, Lagnasanstha ane Lagnio ane Avego” was organized.
23	15-25/07/18	Two NCC Cadets participated in a South Zone level Thalsena Camp at Rajpipla. One was selected for upper level.
24	23/07/18 to 6/08/18	7 NCC Cadates participated in a Regular Army Attachment Camp at Kachcha.
25	31/07/18	Rainy Song Competition was organized.
26	3/08/18	For F.Y.B.Com and T.Y.B.Com students, seminar on “Drug Awareness” was organized. Total 468 students were benefited.
27	4/08/18	FDP was organized.
28	4/08/18	Hair Style competition was organized.
29	9/08/18	Seminar on an Interview Etiquette for T.Y.B.Com students was organized. Total 476 students were benefited.
30	10/08/2018	I Blood Donation Camp was organized. Total 45 Blood Units were collected.
31	11/08/2018	For Woman Gender Sensitization a programme on Self Defence was organized
32	11/08/2018	Mehdi Competition was organized
33	12/08/2018	Participated in Woman Law Awareness Day Celebration organized by the Govt.
34	12/08/2018	Marathon Running Competition was organized
35	14/08/2018	Patriotic Song competition was organized
36	14/08/2018	Participated in the Valsad District Tiranga Yatra.
37	14/08/2018	Lecture for girls Students, Woman are the Base of the Society was organized
38	15/08/2018	Independence Day was celebrated.
39	16/08/2018	Late.Poonamben Patel Memorial Competition was Organized.
40	21/08/2018	An educational tour for M.Com Students to visit Amul Dairy Anand was Organized.
41	21/08/2018	Participated in the Marathon running competition organized by the Rofel College, Vapi
42	21/08/2018	All the Staff attended a seminar on ‘Our Right, Responsibilities and ourselves’.
43	21/08/2018	Participated in an Essay Writing Competition organized at Amroli College, Surat
44	21/08/2018	Participated in a National Level Essay Competition organized by the Ramakrishnan Mission, Chennai
45	23/08/2018	Collected 18000/- Rs. fund for Kerala Natural calamity.
46	24/08/2018	Hosted Gujarat State Regional Level Kalamahakumbh.

47	24/08/2018	NSS and NCC volunteers rendered their services for the well organization of the Regional Level Kalamahakumbha Competition.
48	24/08/18	An Orientation Programme for the newly admitted NSS volunteers was organized.
49	24/08/18	The Govt. aided Finishing School Classes were started.
50	29/08/18	In collaboration with JCI, Valsad class wise Soft Skill Training Programme was organized class wise for all the students.
51	30/08/18	Participated in the University Level Table Tennis Tournament.
52	31/08/18	Participated in the University level Rainy Song Competition and won third prize.
53	31/08/18	A Book Review Programme was organized.

5 About the extra ordinary out come of the students :

For the Students overall development, it is expected form any institute to motivate its students to participate at least in same co/extra activities. To let them come out from their shy nature, it was decided to organize a Deshi Ramatotsav. Its follow up was taken.

6 Intimation about the university result of the college and contemplation on it:

Senior Professor R.P.Patel intimated the members about the university exam result of the college students of the last year published in the opening session of the first term. He said that it is not so good but in comparision to that of the university it is better. The Management Representative appealed the principal to take necessary action to make it more healthy.

7 Out come of the students involvement in different activities :

The IQAC Co-ordinator said that before coming ti the meeting all the extra activities incharge teachers were asked about their observation of the students. Who have been regularly participating in the extra activities & as per their opinion it is found that the students who have been regularly participating in such activities are found more active and developed in comparision to their former status.

8 Discussion on preparation of RUSA grant proposal :

In the last meeting at KCG, Ahmedabad it was instructed to the college Principal that RUSA Grant proposal must be prepared as per the

SOR rate and so, as revised submission of the proposal becomes necessary, it was decided to take help of some technical person to prepare the proposal, at the same time the management secretary instructed the campus Director to recruit a civil engineer for the college new construction and renovation work. After that the RUSA Co-ordinator Prof. M. A. Mulla read out the visit of procurements which we are going to purchase using the RUSA grant. All the present members approved all those items.

9 Planing of weekly internship for T.Y.B.Com. & M.Com. students :

The new set up campus to corporate is formed. Its incharge professor M.A. Mulla put up a proposal to start an internship type business training program for T.Y.B.Com. and M.Com. students during the Navratri Vacation. Dr. Daxa Thakor added that to support Prof. M.A. Mulla, Prof. V.R.Champaneri and Prof. M.G. Patel were instructed to design the planning and work accordingly during the Navratri Holidays. She intimated to the committee that the on duty professor will be granted with the replacement leaves. All the members accepted and appreciated the programme. The Incharge Principal intimated the committee members that it is first college in Gujarat which is going to start such worthy Programme.

10 Review on Slow Learners and Advance Learners classes :

The IQAC Chairman informed the committee that for, the First time in the college history classes for Slow Learners/ATKT students have been started..retired Professors Mr. H. L. Gandhi and Mr. Tandel from Bilimora have been appointed for it. The committee appreciated the efforts. In the same way the classes for Advance Learners; first 20 toppers from S.Y.Bom. and T.Y.Bcom. classes have been selected for it. The visiting faculties Mr. Mignesh Bhandari for S.Y.B.Com. toppers and Mr. Chirag Rana for T.Y.B.Com. toppers are appointed. She also informed the committee members that all the professor are instructed to give extra time for the subjective problem/queries solution and extra guidance to the advance learners. The committee members welcomes the new initiatives.

11 Review on English Speaking Classes :

English Speaking Classes has been started. The retired school English Teacher Mr. Shailesh Joshi is appointed to run the classes. Total 80 students are registered. It is a 60 hours duration course.

12 Presidential Address :

Dr.Daxa Thakor asked the IQAC members about their satisfaction for the work the institute did. The members gave their positive response.

13 Vote of thanks :

The IQAC Co-ordinator Prof. K. H. Purohit expressed vote of thanks and intimated all that the next meeting will be in December second or third week.

Yours faithfully,



Prof. K.H. Purohit

(IQAC Co-ordinator)

Action Taken Report
Of the
Second IQAC Meeting Held on 31st August, 2017

- 1 The Faculty members of Accountancy and Statistics department were informed to give additional practice and extra coaching of their subject. All the extra activity incharge Professors were instructed to organize value based activities and motivate maximum students to participate in it.
- 2 The Department of English was requested to arrange for Basic English Language Learning Classes. Prof. M.G.Patel was instructed to organize more qualitative programme to enhance the employability skills, especially of the students of the tribal area. PTI Shri M.K.Patel was appealed to motivate all the Hostel Students to use our Physical Fitness Centre on regular mode and motivate them for their maximum involvement in the sports events.
- 3 Rusa grant proposal preparation work is started. To prepare it as per SOR,, an expert from Baroda, Mr. Joshi and a Civil Engineer Mr. Alpesh Lad were appointed.
- 4 Prof. M.A. Mulla was instructed to support incharge teachers for the Slow Learners Coaching Coaching Classes as well as Advance Learners Coaching Classes.
- 5 All the staff members were instructed to support incharge teachers for the Slow Learning Coaching Classes as well as Advance Learners Coaching Classes.

At last a Staff meeting was held in which all the faculties were instructed to make their teaching work more qualitative to enhance the academic quality of the students to make outcome graph far better so that their academic merit won't be their barrier for their brightening future.

Yours faithfully,



Prof. K.H. Purohit

(IQAC Co-ordinator)

**Third Meeting of IQAC
Academic Year 2018-19
Notice**

Date : 14/10/2018

All the IQAC members are hereby kindly informed to make yourself convenient to be with us in the first IQAC meeting going to be held on 4th November, 2018 at 03:30 pm in the Principal's office. The agenda of the meeting is as under.

Yours faithfully,



Prof. K.H. Purohit
(IQAC Co-ordinator)

Agenda

- 1 Welcome to the members.
 - 2 Reading of the minutes of the last meeting and its approval.
 - 3 Presentation on final RUSA grant proposal.
 - 4 Reporting on Finishing School Classes.
 - 5 Review of the syllabus Competition...
 - 6 Presidential Address.
 - 7 Vote of thanks
-

Minutes

Minutes of the Third IQAC Meeting held on 4th November, 2018 at 03:30 pm in the Principal's office.

- ❖ Prin. Dr. J. M. Naik : Chairman
- ❖ Prof. K. H. Purohit : Co-ordinator
- ❖ Prof. R. P. Patel : Teaching Staff / Representative
- ❖ Dr. Daxaben Thakor : Representative of Teaching Staff
- ❖ Shri A. R. Patel : Representative of Admin Staff
- ❖ Sr. Sunilbhai Marjadi : Representative of Trust
- ❖ Prin. Dr. P. S. Desai : External Expert
- ❖ Prof. M. A. Mulla : Representative of Past Students
- ❖ Shri Naitik Ahir : Representative of Present Students

1 Welcome to the member :

IQAC Chairman Prin. Dr.J.M.Naik welcomed the members and instructed the co-ordinator Prof. K. H. Purohit to proceed on.

2 Reading of the minutes of the previous meeting :

Prof. K. H. Purohit read the minutes and asked for the approval of it. The Present members approved the minutes

3 Presentation on final RUSA grant proposal.

The RUSA Co-ordinator Prof. M.A.Mulla infoemed the IQAC about the detailed project report going to be submitted to the KCG, Ahmedabad for 2 Crore Rs. RUSA grant. He gave all the details related to the college renovation and new construction work as well as new equipment purchase. The present members appreciated the work and wished all the best for its sanction.

4 Reporting on Finishing School Classes.

The IQAC member and the project Co-ordinator Prof. K.C.Patel informed the IQAC that total four lac Rs. Grant is received to run Finishing School Classes from them we could complete two components of two batches. He let them knew that it was a very successful programme and the participants could learn many things.

5 Review of the syllabus completion as per the work plan :

The IQAC co-ordinator Prof. K.H.Purohit said that almost all the professors could complete syllabus in time. The accountancy teachers were expected to give more practice of sums to the concerned teachers in accountancy to give extra coaching of the tough topics. In the same way English Teachers were also supposed to do something to give atleast some basic grammatical teaching as well as exposure to students for the non-native language learning..

6 Presidential Address :

The IQAC Chairman addressed the members and informed them that she was going to submit the RUSA proposal on 8th November, 2018 to KCG. As the authority said the grant would be released in December. As soon as we would receive the grant the work would be started. So far Finishing School Grant is concerned it would be utilized for the remaining two componatnts for the elected two batched and if possible for new batches

7 Vote of thanks : The IQAC Co-ordinator Prof. K. H. Purohit expressed vote of thanks and intimated all that the next meeting will be in March.

Yours faithfully,



Prof. K.H. Purohit

(IQAC Co-ordinator)

Action Taken Report
Of the
Third IQAC Meeting Held on 4th November, 2018

- 1 All the staff members were informed to finish their syllabus in a more systematic way. If required, a compact time table will be framed.
- 2 All the activity in charge faculties were informed to motivate students to participate in a quality inter college events, at the same time only to arrange important events in free periods or before or after college time. The PTI M.K.Patel was asked to frame a committee for the successful organization of the Deshi Ramatotsav.
- 3 All the tentative curricular planning of the second term was conveyed to all the staff as well as students.
- 4 Prin. Dr.J.M.Naik passed on necessary instructions to Prof. M.G.Patel to organize short term classes like Tourism and Hotel Managemet Government Course and Dr. Daxaben Thakor to organise English Speaking Course, Poster Making/Rangoli Making/Candle Making Courses Etc. to enhance the capability of self employment or employability

Yours faithfully,



Prof. K.H. Purohit

(IQAC Co-ordinator)

**Fourth Meeting of IQAC
Academic Year 2018-19
Notice**

Date : 14/03/2019

All the IQAC members are hereby kindly informed to make yourself convenient to be with us in the first IQAC meeting going to be held on 30th March, 2019 at 03:00 pm in the Principal's office. The agenda of the meeting is as under.

Yours faithfully,



Prof. K.H. Purohit

(IQAC Co-ordinator)

Agenda

- 1 Welcome to the members.
 - 2 Reading of the minutes of the last meeting and its approval
 - 3 Review of the curricular activities of the second term.
 - 4 Review of the co-curricular activities of the second term.
 - 5 Follow up of the Academic Calendar planning
 - 6 Member feedback
 - 7 Outcome of the activities
 - 8 Next year activity planning.
 - 9 Vote of thanks.
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Minutes

Minutes of the Fourth IQAC Meeting held on 30th March, 2019 at 03:00 pm in the Principal's office.

Present Members :

- ❖ Prin. Dr. J. M. Naik : Chairman
- ❖ Prof. K. H. Purohit : Co-ordinator
- ❖ Prof. R. P. Patel : Teaching Staff / Representative
- ❖ Dr. Daxaben Thakor : Representative of Teaching Staff
- ❖ Shri A. R. Patel : Representative of Admin Staff
- ❖ Sr. Sunilbhai Marjadi : Representative of Trust
- ❖ Prin. Dr. P. S. Desai : External Expert
- ❖ Prof. M. A. Mulla : Representative of Past Students
- ❖ Shri Naitik Ahir : Representative of Present Students

1 Welcome to the member :

IQAC Chairman Prin. Dr.J.M.Naik welcomed the members and instructed the co-ordinator Prof. K. H. Purohit to proceed on.

2 Reading of the minutes of the previous meeting :

Prof. K. H. Purohit read the minutes and asked for the approval of it. The Present members approved the minutes.

3 Review of the curricular activities of the second term : It was decided to instruct all the Departmental Heads to design syllabus taching in such a way that it can be completed very smoothly and in a satisfactory way.

4 Review of the co-curricular activities of the second term :

For the overall growth of the students, it was collectively decided that in addition to textual knowledge, platform for qualitative extra curricular activities must be provided to the students. Keeping in mind many activities are done which were informed to the present members. Some of them are...

- Distribution of Tablets among F.Y.B.Com. students at 1000 Rs.
- 770 students were benefited by free Thalassemia check up camp organized by the college.
- A rally was organized on “Plastics Bag Removal Awareness” and distribution of the paper bag made by our NSS volunteers among shop keepers in the town was initiated to replace plastics bags.
- Short term courses on Arabic Mehndi, Bridal Mehndi, Traditional Mehndi, Rangoli Warli Painting, Poster making, Candle Making and Photography Workshop were organized.
- During NSS Camp Free Spectacles Distribution Camp, First Aid Training, Chocolate Candle Making Workshop, Swachchhata Rally, Survey of the Adopted Village, Drug Prevention Awareness Programme etc were done for the villagers.
- One day training programme on Human Rights was organized with the collaboration of National Human Right Commission.
- Programme on Suicide Prevention Awareness was organized.
- A lecture was organized on GST and its Effects.
- The world AIDS Day was celebrated by arranging Doctor`s Lecture on it.
- Aviation Training Seminar for all the T.Y.B.com and M.Com. students was organized.
- English Speaking Course was conducted.
- Two days Deshi Ramatotsav was organized in which almost all students of the college participated. The IQAC Co-ordinator informed the members that these were the highlights only. Besides these, many events took place.

5 Follow up of the Academic Calendar planning :

Looking into the activities report, the members expressed their satisfaction that as per the academic calendar planning, the whole year activities were in proper process, still for many activities, careful planning is needed and it will be surely done in the next meeting that was informed by the IQAC Chairman.

6 Members` Feedback :

After the satisfactory discussion with one & all, the Chairman and co-ordinator of the IQAC could collect positive response for the college activities from the present members.

7 Outcome of the activities :

The IQAC Co-ordinator expressed the observation of the whole staff that the students who actively participated in different activities are found more mature.

8 Next year activity planning :

It was decided to plan for.... (1) Extra Coaching Classes for Advanced Learners as well as Slow Learners (2) English Speaking Classes (3) To introduce Internship Programme

9 Vote of thanks :

The IQAC Co-ordinator Prof. K. H. Purohit expressed vote of thanks and intimated all that the next meeting will be in June second or third week.

Yours faithfully,




Prof. K.H. Purohit

(IQAC Co-ordinator)

Action Taken Report
Of the
Fourth IQAC Meeting Held on 30th March, 2018

- 6 All the Department Head was inquired about the sullabus completion. Students were also asked about it. It seemed quite satisfactory.
- 7 So far co/extra curricular activities are concerned, all the activity incharges were reviewed. It is found that almost all the teachers did it properly but, yet they were instructed to introduce some new related events for vacation and motivate students for their maximum participation.
- 8 For new year planning Dr. Daxaben Thakor was instructed to think over new initiative to be implemented for the next year students as well as the special classes for non-native English Language Learners, Slow learners and Advanced Learners.

Yours faithfully,

Prof. K.H. Purohit
(IQAC Co-ordinator)
